

May 2017

Academy of Criminal Justice Sciences, Correspondence and Executive Board Minutes. 1987

American Society of Criminology Division on Women and Crime.

Follow this and additional works at: <https://digitalcommons.unf.edu/dwctext>

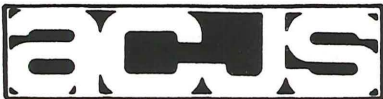
 Part of the [Criminology and Criminal Justice Commons](#)

Recommended Citation

Academy of Criminal Justice Sciences, 1987 Correspondence and Executive Board Minutes. 1987. American Society of Criminology - Division on Women and Crime Collection. University of North Florida, Thomas G. Carpenter Library Special Collections and Archives. UNF Digital Commons, <https://digitalcommons.unf.edu/dwctext/45/>

This Article is brought to you for free and open access by the American Society of Criminology - Division on Women and Crime at UNF Digital Commons. It has been accepted for inclusion in Division on Women and Crime Documents and Correspondence by an authorized administrator of UNF Digital Commons. For more information, please contact [Digital Projects](#).

© All Rights Reserved



President
THOMAS BARKER
Jacksonville State University
Jacksonville, AL 36265

**1st Vice-President
and President Elect**
LARRY GAINES
Eastern Kentucky University
Richmond, KY 40475

2nd Vice President
EDWARD LATESSA
University of Cincinnati
Cincinnati, OH 45221

Secretary-Treasurer
DAVID CARTER
Michigan State University
East Lansing, MI 48824

Immediate Past-President
ROBERT REGOLI
University of Colorado
Boulder, CO 80309

Trustees-at-Large

BEN MENKE
Washington State University
Pullman, WA 99164

ROBERT BOHM
Jacksonville State University
Jacksonville, AL 36265

GENNARO VITO
University of Louisville
Louisville, KY 40292

Regional Trustees

RAYMOND HELGEMOE
Region One
University of New Hampshire
Durham, NH 03824

RONALD VOGEL
Region Two
University of North Carolina
Charlotte, NC 28223

ALLEN SAPP
Region Three
Central Missouri State University
Warrensburg, MO 64093

RICHARD LAWRENCE
Region Four
University of Texas at San Antonio
San Antonio, TX 78285

JUDITH KACI
Region Five
California State University
Long Beach, CA 90840

**ACADEMY OF
CRIMINAL JUSTICE SCIENCES**

ACJS Secretariat
Northern Kentucky University
402 Nunn Hall
Highland Heights, Kentucky 41076
(606) 572-5634

February 1988

MEMORANDUM

TO: ACJS Members
FROM: David L. Carter, Secretary Treasurer
RE: Minutes of the Executive Board

Attached please find the minutes of the ACJS Executive Board, as approved by the Board, from the mid-year meeting in Nashville.

If you have any questions about any item, please feel free to contact me at NSU, (517) 355-9308.

DLC/

Attachments

c: File

Executive Board Minutes
September 18, 1987
Page 1

**MINUTES
ACJS EXECUTIVE BOARD
September 18, 1987 -- Nashville, Tennessee
Mid-Year Meeting**

MEMBERS PRESENT: Barker, Bohm, Carter, Gaines, Helgemoe, Kaci, Latessa, Lawrence, Menke, Regoli, Sapp, Vito, Vogel, and Executive Secretary DeLancey.

President Barker called the meeting to order at 8:30 AM (CDT).

1. President Barker opened the meeting with two announcements:

- a. The meeting was designated as non-smoking
- b. The meeting will be conducted according to the Robert's Rules stipulation that small group meetings may be governed by informal rules with formal rules being instituted as needed.

2. President Barker presented the report from the Policy Committee. The committee recommended that:

- a. A formal policy adoption format and process be used for all future policy matters of Academy business and be placed in a policy manual (See attached policy materials for specific format and processes.)
- b. Past policy actions of the Board be extracted from previous Board minutes and placed in the new policy format to be incorporated as part of the Policy Manual.

MOTION: Regoli, **SECOND:** Menke

The Board accepts the recommendations of the Policy Committee.

PASSED: 10 For
2 Against

3. Secretary/Treasurer Carter presented the combined report of the Treasury and report of the Budget, Finance, and Audit Committee. (See attached report.) Carter reported that the Academy's finances were beginning to recover from the significant expenses of the previous year. Carter further advised the Board of the Budget Committee's warning that expenses had to be controlled with excesses avoided. New budget control practices instituted by President Barker and the committee's line item budget were discussed as illustrations of the new budget control procedure.

MOTION: Helgemoe, SECOND: Lawrence

The Board accepts the report of the treasury and places it on file subject to audit.

PASSED: Unanimous

4. Executive Secretary DeLancey reported:

- a. Membership is at a higher level than in the past (See attached report.)
- b. A membership drive is in progress (See attached.)
- c. The project of having ACJS authors submit an autographed copy of their books to the National Office is proceeding well with 44 books received thus far.
- d. There is currently about 350 institutional subscriptions to the Justice Quarterly (JQ) with a new advertising mailout being planned.
- e. The transition to the new National Office has been smooth with few problems and a cooperative spirit from all NKU personnel.

5. On the next agenda item President Barker addressed the issue of continuing paper sales at the Annual Meeting. (See attached report.) It was discussed that the net income was minimal and some of the membership had expressed dissatisfaction with the practice.

MOTION: Menke, SECOND: Latessa

The Board eliminate the practice of selling participants' papers at the Annual Meeting.

PASSED: Unanimous

6. President Barker gave an overview of the proposals from both the Opryland and Stouffer Hotels in Nashville as an information item before the Board toured the properties and met with the sales representatives. It was also noted these were the only two hotels in Nashville with sufficient guest rooms and meeting space to accommodate the ACJS Annual Meeting.

7. President Barker submitted the report on behalf of the Justice Quarterly (JQ) Editor, Frank Cullen (See attached report.) Carter addressed the issue of Editor Cullen's concern about journal page length and cost of production noting that the Board should provide direction to address his concerns.

Extensive discussion followed with respect to the Journal budget, editor's independence and authority, and page length issues.

MOTION: Helgemoe, SECOND: Regoli

The JQ editor is advised by the Board to keep the length of each issue of the Journal between 150-170 pages.

FAILED: Unanimous

MOTION: Menke, SECOND: Gaines

The Board advises the JQ editor that in consideration of the page length of each issue, the editor may make page length decisions but must stay within the JQ budget during the fiscal year.

FAILED: 6 For
7 Against

MOTION: Helgemoe, SECOND: Gaines

The Executive Board, via the President, advises the JQ editor to stay within the allocated fiscal year budget. If this does not appear feasible, the editor may submit a revised budget to the Board for its consideration.

PASSED: 9 For
4 Against

On another matter it was reported that four members of the JQ Editorial Board were not current members of the Academy as per policy. Each of the four -- Paul Sutton (San Diego State University); Wesley Skogan (Northwestern University); James Lynch (The American University); and Maurice Punch (The Netherlands) -- were advised via letter on September 1, 1987 that they must join the Academy by October 15, 1987 or be removed from the JQ Editorial Board. Professor Lynch is the only one of the four to have joined as of this date.

MOTION: Helgemoe, SECOND: Latessa

The Board accepts the report of the JQ editor.

PASSED: Unanimous

8. President Barker informed the Board that as per the Board's instructions of both March 15, 1986 (Orlando) and March 19, 1987 (St. Louis) he prepared a model policy for the JQ editor selection. Discussion followed concerning the role of this policy in past board actions.

President Barker relinquished the Chair to First Vice-President Gaines for discussing the policy proposal. Chairman Gaines recognized Barker for the discussion. Barker provided a history of board actions on the issue including conflicting and confusing policies.

The discussion found some logistical problems in the JQ editor selection committee.

MOTION: Barker, SECOND: Sapp

The rules be suspended in order to work out the contents of the JQ Editor Selection Policy

PASSED: Unanimous

MOTION: Barker, SECOND: Latessa

The agenda item of the JQ Editor Selection policy be tabled until the problems could be worked out for Board re-consideration.

PASSED: Unanimous

Chairman Gaines relinquished the Chair to President Barker.

Barker appointed Carter, Gaines, Latessa, and Helgemoe to work on the JQ Editor Selection policy for re-submission to the Board at the meeting on Sunday morning, September 20.

MOTION: Bohm, SECOND: Vito

Reinstitute the rules

PASSED: Unanimous

9. President Barker presented the report of the Nominations and Elections Committee. (See attached report.) The Committee submitted the following persons for nomination for Academy offices:

SECOND VICE-PRESIDENT

Larry Mays - New Mexico State University
Vince Webb - University of Nebraska at Omaha

SECRETARY/TREASURER

Zelma Henriques - John Jay College of Criminal Justice
Deborah Wilson - University of Louisville

TRUSTEE AT LARGE

Donna Hale - University of Baltimore
George Wilson - North Carolina Central University

REGION FOUR TRUSTEE

Charles Chastain - University of Arkansas at Little Rock
Philip Rhoades - Corpus Christi State University

MOTION: Latessa, SECOND: Vito

The Board accept the nominations and commends the Nominations and Elections Committee for selecting an exemplary slate of candidates.

PASSED: Unanimous

10. President Barker briefly discussed the Issues in Crime and Justice series. (See attached Publications Committee report.) Discussion focused on getting the series back on schedule and in accordance to established policy of the Academy. Strong support was given to the spirit of the ideas of the Publications Committee and similar support was expressed for Committee Chair Belinda McCarthy. The recurrent concern of the Board was the policy related propriety to the Committee's recommendations.

MOTION: Menke, SECOND: Regoli

The Board accepts the recommendations of the publications committee.

FAILED: 4 For
5 Against
3 Abstain

General discussion followed on how to keep the Crime and Justice Series going and follow the spirit of the Publications Committee's recommendations while concomitantly following established policy.

President Barker appointed Larry Gaines (Chair), Pat Van Voorhis, and Alida Merlo to serve as the Crime and Justice Series Editor Selection Committee and charged the committee to fulfill their assignment expeditiously.

11. President Barker presented contract options with the Criminal Justice Press for publication of the ACJS Crime and Justice Series. (See attached Barker memorandum concerning Criminal Justice Press contract.) Considerable discussion was given to the advantages and disadvantages of the Criminal Justice Press options as well as the possibility of

contracting with other publishers. It was agreed that further exploration of a Criminal Justice Press contract option did not preclude discussions with other publishers.

MOTION: Menke, SECOND: Sapp

The Publications Committee is instructed to pursue a proposal from the Criminal Justice Press under modification one (of the attached Barker memorandum) and pursue contracts from other publishers.

PASSED: Unanimous

12. The next item discussed was an update on the planning and status of the 1988 Annual Meeting in San Francisco. (See attached report from Program Chair Deborah Wilson, President Barker's Annual Meeting Budget, and letter from the Westin St. Francis Hotel.) President Barker, Program Chair Wilson, Local Arrangements Chair Anna Kuhl, and Executive Secretary DeLancey recently returned from a preconvention meeting at the Hilton in San Francisco. As a result of this trip and reports to the Board, the following issues were discussed:

- a. Barker reported that the parking fee in the hotel's leased lot was \$14.00 per day. He was able to negotiate this down to a \$7.00 per day fee despite the fact the provision was not in the Academy's contract with the hotel.
- b. No lower rates could be negotiated for student rooms because the room rates negotiated for the meeting were so low.
- c. Overflow properties were investigated should they be needed in San Francisco. Only one hotel, the Westin St. Francis, was available as an overflow to the Hilton. Barker reported that the contract for the overflow and blocked rooms with reduced rates would not incur any costs for the Academy.

MOTION: Bohm, SECOND: Sapp

The Board accepts the Westin St. Francis Hotel proposal as an overflow hotel for the Annual Meeting in San Francisco as long as no costs to the Academy are involved in any contract with the St. Francis.

PASSED: Unanimous

- d. It was noted by Barker that the meeting in San Francisco will be expensive simply due to the costs of hotel services in San Francisco. (One example, the least expensive banquet meal is \$21 per person.) Several steps were outlined in both Debbie Wilson's report and President Barker's budget which have been taken to reduce meeting

costs along with new expenditure controls introduced through Board action and action of the President.

In addition, First Vice-President Gaines and Program Chair Wilson readily agreed to give up the complimentary suites authorized to them by policy in exchange for regular rooms. This will provide four additional complimentary rooms needed for convention workers thus reducing costs.

- e. It was noted that submissions of abstracts for paper presentations did not appear as extensive as anticipated by this time. Discussion focused on the need to extend the deadline for submissions particularly in light of the fact that the Annual Meeting is about two weeks later than usual.

MOTION: Helgemoe, SECOND: Menke

The Board allows the Program Chair the discretion to extend the deadline to receive abstracts for the Annual Meeting in concert with discussions with the National Office.

PASSED: 11 For

0 Against

1 Abstain -- Helgemoe for the record on the basis that no direction for the length of the extension was given.

- f. President Barker presented his budget for the Annual Meeting (attached) noting that special activities were being planned in commemoration of the Academy's Silver Anniversary. The special activities will be dependent on external contributions being solicited by Barker.

MOTION: Latessa, SECOND: Vogel

The Board accepts the President's 1988 Annual Meeting budget.

PASSED: Unanimous

13. It was brought to the attention of President Barker by an exhibitor at the 1987 Annual Meeting in St. Louis that the ACJS exhibit fees were notably low in comparison to meetings of similar professional academic organizations. The current rate is \$325 per booth exhibit and a variable rate in the joint exhibit with the highest amount being \$35 per item.

President Barker, with concurrence of the Budget Committee (Carter, Latessa, Gaines) recommended that the booth exhibit rate be raised to \$400 and the joint book exhibit rate be raised to a flat \$50 per item.

MOTION: Sapp, SECOND: Menke

The Board approves the recommended increase in Annual Meeting Exhibit rates.

PASSED: Unanimous

14. Based on 1988 meeting planning and the higher costs of holding the meeting in San Francisco (See item 12.d above) Executive Secretary DeLancey suggested in a report to the President that the registration fee for the San Francisco meeting be raised. Barker agreed and recommended the Board increase the fees.

Significant discussion followed on the matter with those favoring the increase citing the expense of the meeting, the fact that the registration expense pays for the meeting costs, that the ACJS meeting registration fee is significantly lower than other professional organizations (IACP and ACA were cited), and the increase suggested was minimal. Those speaking against the motion noted that one cannot compare ACJS with other professional organizations on this issue, that many members would not be reimbursed for the registration and the cost would be directly out of pocket, and some increased revenue would be experienced as a result of the increased exhibit fees.

After extended discussion it was recommended by a consensus of those supporting the increase that the registration fee for the 1988 meeting should be:

MEMBERS: \$50 for Pre-registration received by 15 MAR 88
\$60 for Late Registration
NON-MEMBERS: \$60 for Pre-registration received by 15 MAR 88
\$70 for Late Registration
SPOUSES: \$25 paid with attendee registration
STUDENTS: \$30 Regardless of registration time
SENIOR CITIZENS: \$25 (defined as persons over 65)

MOTION: Menke, SECOND: Gaines

The Board adopts the recommended registration fee increases for the 1988 Annual Meeting in San Francisco.

ON THE CALL FOR THE QUESTION, REGOLI REQUESTED A ROLL CALL VOTE.

FOR	AGAINST	ABSTAIN
Carter	Bohm	
Menke	Latessa	
Gaines	Vogel	
Kaci	Lawrence	
Helgemoe	Regoli	
Sapp		
Vito		

PASSED: 7 For
5 Against
0 Abstain

(NOTE: The Board proceeded with the Agenda during a working lunch.)

15. At the request of the President, Gerald Rigby, Chair of the Constitution and By-Laws Committee, submitted a draft proposed amendment to the by-laws to formally establish a procedure for proxy votes. Discussion on the matter first focused on the feeling that the proposed amendment was too restrictive and perhaps not really workable. Discussion then focused on the contention that the matter of proxy votes on the Executive Board were a matter of Board policy, not a constitutional issue.

MOTION: Helgemoe, SECOND: Vito

The Board thanks Gerald Rigby for submitting a proxy vote proposal and rejects adoption of action on proxy votes.

FAILED: 2 For
9 Against
1 Abstain

It was noted by Board members that failure of this motion was focused on the latter portion of the motion in that the Board appreciates the efforts of Gerald Rigby responding to the President's request.

MOTION: Gaines, SECOND: Latessa

The Executive Board adopts as policy the acceptance of proxy votes in official votes of the Executive Board when (a) a voting member files written authorization for the proxy with the Secretary/Treasurer prior to or during the Executive Board meeting at which the proxy is to be voted; and (b) the proxy is limited to the question put to the Board as specified in the proxy authorization.

PASSED: 10 For
2 Against

16. In light of new policies and specified duties involved in the Academy's budgeting process and fiscal control, it was discussed that the Budget, Finance, and Audit Committee should be made a standing committee rather than an ad hoc committee. As such, the proposed committee needed to be formally recommended by the Board to the General Membership for constitutional ratification.

Based on the work of Gerald Rigby, Chair of the Constitution and By-Laws Committee and input from the Board, the proposed Amendment would read:

Article Eight
Committees

1. The Budget, Finance, and Audit Committee shall be composed of the Second Vice-President, who shall Chair the committee; the Secretary/Treasurer; one past Secretary/Treasurer; and one other member appointed by the President. On audit functions of the Committee, the current Secretary/Treasurer shall be ineligible to vote.

MOTION: Menke, SECOND: Gaines

The Executive Board approves the proposed amendment to create a standing Budget, Finance, and Audit for vote by the membership for Constitutional ratification.

PASSED: 11 For
1 Against

17. There was a scheduled tour of the Stouffer Nashville Hotel at 3:00 PM to inspect the property as a possible meeting site.

MOTION: Latessa, SECOND: Regoli

The Executive Board meeting is in recess to tour the Stouffer Nashville Hotel.

PASSED: Unanimous

Recessed at 2:55 PM

Executive Board meeting called to order at 4:05 by President Barker.

18. President Barker informed the Board he had received notification from the American Academy for the Advancement of Science (AAAS) that our representatives' terms were expiring and they needed to be replaced or reappointed. Barker reported that the issue of Academy membership in the AAAS has been discussed by the Board several times over recent years. At issue is what benefits, beyond mere affiliation with a prestigious society, are received by the Academy. If none, the question is whether the Academy should continue appointing representatives.

To find these answers, President Barker asked the ACJS representatives, Vince Webb and Gerald Lynch, to provide a report for presentation to the Board. Jerry Lynch indicated the Academy's affiliation was important for providing input on issues related to crime and justice. A response was not received from Vince Webb. Issues also focused on costs to the Academy to participate.

MOTION: Gaines, SECOND: Latessa

The Academy discontinue its affiliation with the AAAS.

During discussion on the motion, Barker relinquished the chair to First Vice-President Gaines.

ON THE CALL FOR THE QUESTION, REGOLI CALLED FOR A ROLL CALL VOTE

FOR	AGAINST	ABSTAIN
Latessa	Carter	Sapp
Barker	Bohm	Vito
	Menke	Vogel
	Kaci	Lawrence
	Helgemoe	Regoli

FAILED: 2 For
10 Against
0 Abstain

MOTION: Menke, SECOND: Regoli

The Executive Board appropriate \$2,000 in support of travel and expenses for the Academy's AAAS representatives.

ON THE CALL FOR THE QUESTION, REGOLI CALLED FOR A ROLL CALL VOTE

FOR	AGAINST	ABSTAIN
Regoli	Carter Bohm Menke Kaci Helgemoe Lawrence	Sapp Vito Latesa Barker Vogel

FAILED: 1 For
12 Against
0 Abstain

MOTION: Helgemoe, SECOND: Kaci

Ron Vogel be appointed as the ACJS representative to the AAAS section on Social, Economic, and Political Sciences and Gerald Lynch be reappointed as the representative to the Psychology Section.

PASSED: 9 For
3 Against

It was the consensus of the Board that the representatives must be active in representing the Academy and that comprehensive reports on activities of AAAS relative to the Academy's interests must be reported to the Board.

Gaines relinquished the Chair to Barker.

19. As a result of there being no designated reprint policy for articles from ACJS Today, Barker proposed the policy attached to the minutes.

MOTION: Menke, SECOND: Latesa

The Board adopts the proposed ACJS Today reprint policy.

PASSED: Unanimous

20. Carter stated that currently there was no reprint policy for the JQ. The custom was to refer requests to the Secretary/Treasurer. Carter's practice had generally been to grant permission if a written request was made; a complete bibliographic citation was provided in the reprint; and a credit line was given to ACJS. Carter further reported he had not charged any reprint fee because the Board had not authorized one. Furthermore, Carter argued that because the Journal was still relatively new, a copyright waiver without charge may encourage more reprints hence broadening the Journal's audience.

A broad discussion focused on the need and propriety for charging a copyright waiver fee for reprints.

[President Barker reinstituted the formal Robert's Rules]

MOTION: Latesa, SECOND: Vogel

The Academy shall charge a \$25 processing fee for a copyright waiver for JQ article reprints except for reprint requests made the author(s) of the article.

PASSED: 10 For
2 Against

Carter proposed the following JQ Article Copyright Waiver Policy

I. POLICY

Individual articles from the ACJS official Journal, Justice Quarterly, may be reprinted in any book, monograph, periodical, government document, reading list, or other source after a copyright waiver and permission to reprint is issued as per the following procedures.

II. PROCEDURES

- a. The ACJS Executive Secretary is authorized to grant the copyright waiver and permission to reprint articles from the Justice Quarterly.

1. The Executive Secretary may deny a request to reprint an article if, after consultation with the elected Secretary/Treasurer, it is deemed that the reprint would not be in the best interests of either the Academy or the Journal.
 2. Denial of reprint requests may be made to persons or groups who support discrimination, racism, religious persecution, or activities inconsistent with the principles of the Academy.
- b. Fees
1. Persons or organizations will be charged a \$25 processing fee for each article or portion thereof for which a copyright waiver is requested.
 2. No fee will be charged if the author(s) of the article request a copyright waiver for reprinting the article.
 3. The \$25 fee is applicable whether or not permission is granted.
 4. The Executive Secretary shall consult the elected Secretary/Treasurer on matters where there is a question of whether or not the fee is applicable.
- c. Persons or organizations seeking permission to reprint an article shall submit the request in writing to the Executive Secretary at the National Office.
1. The request must include the complete bibliographic citation of the article.
 2. The request must specify the media in which the reprinted article will appear and/or the intended use of the article.
 3. Each article reprint permission must be requested separately.
- d. After timely review of the written request the Executive Secretary shall notify the requester in writing of the status of the request.
- e. When a requester is notified that permission to reprint an article is granted, such permission is contingent on the following conditions:
1. Each article reprinted must contain the complete bibliographic citation of the article to include:

Author(s) name(s). (Year). "Title of Article." Justice Quarterly. Volume (Issue):pages.

2. Each article must contain the following conspicuously placed credit line:

"Reprinted with Permission of the Academy of Criminal Justice Sciences."
 3. A copy of the final document containing the reprint shall be forwarded to the National Office. If one document, such as a book of readings, contains more than one reprint, only one copy of the document shall be required.
- f. A summarized explanation of the JQ reprint policy shall be published at least once in each volume of the JQ.
- g. The Executive Secretary shall maintain a file on all reprint requests and submit a summary report to the Executive Board at each mid-year meeting to inform the Board and facilitate review of this policy.
- =====

MOTION: Bohm, SECOND: Vito

The Board approves the proposed JQ Article Copyright Waiver Policy.

PASSED: Unanimous

21. President Barker submitted the Awards Committee report to the Board (copy attached).

MOTION: Sapp, SECOND: Helgemoe

The Board accepts the Awards Committee Report

PASSED: Unanimous

The Board expressed its desire to receive sufficient information from the Awards Committee concerning each nominee in order that Board members may make informed decisions during its vote for awards recipients.

22. President Barker reminded the Board that on Saturday, September 19 the itinerary, beginning at 9:00 included:
 - a. Inspection tour of downtown Nashville in consideration of the city as a meeting site;
 - b. A brief meeting with the Stouffer Nashville Hotel Sales representative
 - c. Tour of the Opryland Hotel and Convention Center

d. Meeting with the Opryland Sales Representative

Board members were also reminded to meet in subcommittees as needed to prepare for business in the Sunday morning Board Meeting.

23. Meeting adjourned at 5:15 PM.

MINUTES
ACJS EXECUTIVE BOARD
September 20, 1987 -- Nashville, Tennessee
Mid-Year Meeting

MEMBERS PRESENT: Barker, Bohm, Carter, Gaines, Helgemoe, Kaci, Latessa, Lawrence, Menke, Regoll, Sapp, Vogel, and Executive Secretary DeLancey.

President Barker called the meeting to order at 8:00 AM (CDT).

1. The first issue discussed was the 1991 Annual Meeting site and hotel contract.

=====

MOTION: Sapp, SECOND: Menke

The Closure Rule be invoked for discussion on all motions with a 2 minute limit per person and 25 minute maximum discussion time.

PASSED: Unanimous

=====

Detailed discussion occurred on Nashville as a meeting site and the pros and cons of both the Opryland and Stouffer Hotels.

MOTION: Helgemoe, SECOND: Gaines

The 1991 ACJS Annual Meeting is to be held in Nashville and the Board accepts the contract proposal from the Stouffer Nashville Hotel.

PASSED: 12 For
1 Against

NOTE: Vote reflects proxy of Vito filed with the Secretary/Treasurer as per policy.

2. The Board discussed the airline proposals from Delta and Continental/Eastern as official airlines for the 1988 Annual Meeting in San Francisco.

MOTION: Regoll, SECOND: Helgemoe

The Board accepts the proposal from Delta Airlines.

PASSED: Unanimous

3. Carter presented the new Justice Quarterly (JQ) Selection Committee proposal to be incorporated as a new standing committee, if ratified by the membership, into President Barker's proposed JQ Editor Selection policy.

The subcommittee (Carter, Gaines, Latessa, Helgemoe) proposed the following amendment to the by-laws to be approved by the Board for presentation to the membership:

Article Eight
Committees

- m. The Justice Quarterly Editor Selection Committee will be appointed by the Executive Board at the end of the Editor's first year. The Committee shall be composed of the Second Vice-President, who shall be chair; two trustees who have a minimum of eighteen months remaining in their term of office; and two members of the Academy not current Executive Board members. The current Justice Quarterly Editor will serve as a non-voting ex-officio member and resource person for the meeting.

This proposal is consistent with policies related to the JQ editor selection previously passed by the Board, ensures Board members appointed to the committee will still be in office through the entire editor selection period, and provides input from the membership.

The amended JQ Editor Selection Policy proposed by President Barker is:

=====

Title: Justice Quarterly Editor Selection
Special Instructions: Rescinds all previous related policies
To Be Reevaluated: September 1989

I. PURPOSE

To provide for a uniform and comprehensive policy for selecting the editor of Justice Quarterly.

II. METHOD

A. Term of Office

The Editor of the Justice Quarterly's term of office shall be three volumes starting with the Number 1 (March) issue of the designated year of appointment and ending with the Number 4 (December) issue of the third volume he/she edits. No editor may serve two consecutive terms.

B. Editor Selection Committee

The Justice Quarterly Editor Selection Committee will be appointed by the Executive Board at the end of the Editor's first year. The Committee shall be composed of the Second Vice-President, who shall be chair; two trustees who have a minimum of eighteen months remaining in their term of office; and two members of the Academy not current Executive Board members. The current Justice Quarterly Editor will serve as a non-voting ex-officio member and resource person for the meeting.

C. Committee Length of Service

The committee will begin work at the end of the editor's first year and the selection process will be completed by the end of the second year of the editor's term.

=====

MOTION: Latessa, SECOND: Regoll

The Board approves the proposed standing committee for the JQ editor to submit to the membership for ratification and the proposed policy for JQ Editor Selection pending ratification of the standing committee by the membership.

PASSED: Unanimous

4. Gaines reported that for the 1992 Annual Meeting primary sites under consideration are Pittsburgh, Philadelphia, and Cincinnati. He is in the process of soliciting proposals from the hotels in those cities which have sufficient meeting space and guest rooms to accommodate the Academy meeting.

Gaines further advised the Board that he adhered to the mandate to consider Mexico City for the 1992 meeting. It was his opinion there was insufficient information at this time and insufficient budget to gather information within the needed time frame to realistically consider Mexico City for the 1992 meeting.

Helgemoe requested the Board to consider Region 1 as a site for the 1992 meeting. Latessa pointed out that both Pittsburgh and Philadelphia are in Region 1. Gaines stated he would also solicit information from the Boston convention bureau for feasibility as a meeting site.

MOTION: Sapp, SECOND: Vogel

The Board accepts the report of the 1992 Annual Meeting Site Selection Committee.

PASSED: Unanimous

5. On the matters of International Meetings, Regoli asked the Board to comprehensively solicit input from the membership concerning meeting in Mexico City. Regoli further summarized the benefits of meeting in Mexico City and stated that insufficient efforts had been taken to pursue this matter.

MOTION: Menke, SECOND: Kaci

President Barker is to instruct Bob Regoli to solicit air and hotel proposals in Mexico City and the President will comprehensively survey members at the Annual Meeting concerning their attitudes and their ability and willingness to travel to Mexico City as an Annual Meeting site.

ON THE CALL FOR THE QUESTION REGOLI CALLED FOR A ROLL CALL VOTE

	FOR	AGAINST	ABSTAIN
Bohm	Helgemoe	Carter	
Menke	Lawrence	Sapp	
Vogel	Kaci	Gaines	
Regoli	Latessa		

PASSED: 8 For
3 Against
0 Abstain

6. The President advised the Board that as a matter of newly established policy, the Budget Committee must develop a budget proposal for the next fiscal year for Board approval at the San Francisco meeting.
7. Latessa addressed the problem of persons who continue to attend the meeting but do not pay the registration fee. It was generally agreed that this was a problem which had to be remedied.

President Barker informed the Board he was planning some action for the San Francisco meeting wherein persons would not be able to enter the exhibit area, employment exchange, Academy functions (e.g., receptions) or banquet without their name tag. Hotel security has agreed to work with the Academy on this matter. The Board expressed a consensus in support of these measures.

MOTION: Helgemoe, SECOND: Gaines

The President appoint an ad hoc committee to develop a policy to deal with participants at the Annual Meeting who do not pay and that the policy proposal be presented at the April Board Meeting.

PASSED: 10 For
1 Against

Barker appointed to the Committee Helgemoe (Chair), Latessa, and Vogel

8. Helgemoe reported that he was still working on the booklet for Criminal Justice career opportunities. The booklet is coming along fine and he welcomes any input or advice with respect to contents.
9. As an information item Barker discussed the fact that he has received a number of inquiries with respect to the Academy's position on continued research and publication on criminal justice education, particularly since the current editorial policy of JQ precludes publication of criminal justice education research.

Since Vince Webb has done a significant amount of work for the Academy as well as research on the issue, President Barker requested that Professor Webb address the issue for a report to the Executive Board. As of this meeting, Professor Webb had not provided a response. Barker stated that the Program Chair was developing panels in the area and acknowledged the interest in the subject.

Vogel asked if there was a movement to establish a Criminal Justice education journal. Barker responded that there was a movement in the Academy toward this end, however, it was informal at this point. Barker further suggested that panels and roundtables at the Annual Meeting would be the best vehicle to get people together who are interested in the subject and to organize an effort on the issue of criminal justice education and a journal.

The Board will certainly entertain any presentations for formal actions on the matter.

NEW BUSINESS

10. Regoll discussed the possibility of restructuring the Academy's dues structure to make the amount of the dues dependent on the member's salary. He argues that the process is more equitable and was consistent with practices in some other professional societies. Discussion focused on the increased administrative workload surrounding such a dues scheme, issues of compliance/enforcement, questionable benefits, and impact on income. The consensus of the Board did not support the idea.

11. Helgemoe discussed the need for the Board meetings to be tape recorded. Discussion focused on the logistics, the utility, and the value of the process.

MOTION: Helgemoe, SECOND: Vogel

A tape recorder be purchased by the Executive Secretary for her use and for recording of the Board minutes by the Secretary/Treasurer if monies are available.

FAILED: 2 For
9 Against

12. Latessa brought up the issue that there is no established method, size, or accountability procedures associated with ad hoc committees. It was generally agreed that guidance on structure and processes for committees should be established.

MOTION: Latessa, SECOND: Lawrence

The President appoint a committee to review current policies on committees and to bring a proposed policy on committee development, structure, charge, and reporting at the next Board meeting.

PASSED: Unanimous

13. Latessa commented that the Board should focus on developing more services which could be provided to the membership and urged that Board members develop ideas to be considered.
14. Regional trustees were asked by DeLancey to send mailing labels of their membership for the membership drive.
15. President Barker announced he will attend any of the Regional Association meetings he is invited to schedule permitting.

16. Gaines informed the Board that there was interest in developing sections in the Academy. There was already significant support for a Section on Women and a Section on Police. The latter is also working on an affiliation with the American Journal of Police. Ideally, sections would be optional thus a member would only join that (or those) section(s) of interest. Latessa noted the issue had been brought up several times in the past and read portions of previous Board minutes.

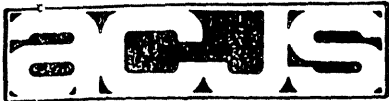
MOTION: Menke, SECOND: Regoll

The President shall appoint an ad hoc committee to investigate the feasibility of establishing sections within the Academy and report to the Board at the next Board meeting.

PASSED: Unanimous

President Barker appointed Gaines (Chair), Gary Cordner, and three other persons to be named later.

17. Latessa discussed the need of investigating of whether an airline contract could be secured for Board travel. Barker reported that he and DeLancey had attempted to secure frequent flyer numbers for the Academy without success, thus a contract is an option which should be pursued.
18. RESOLUTION OF THE BOARD: The Board commends President Barker for his extraordinary work in preparation for the Board meeting, the quality of hotel proposals he negotiated, and the professional tone he has set for the conduct of Academy business.
19. The Board extended its appreciation to Patti DeLancey for her work in organizing and making arrangements for the meeting.
20. Meeting adjourned at 10:45 AM.



President
THOMAS BARKER
Jacksonville State University
Jacksonville, AL 36265

**1st Vice-President
and President Elect**
LARRY GAINES
Eastern Kentucky University
Richmond, KY 40475

2nd Vice President
EDWARD LATESSA
University of Cincinnati
Cincinnati, OH 45221

Secretary-Treasurer
DAVID CARTER
Michigan State University
East Lansing, MI 48824

Immediate Past President
ROBERT REGOLI
University of Colorado
Boulder, CO 80309

Trustees-at-Large

BEN MENKE
Washington State University
Pullman, WA 99164

ROBERT BOHRM
Jacksonville State University
Jacksonville, AL 36265

GEMMARIO VITO
University of Louisville
Louisville, KY 40292

Regional Trustees

RAYMOND HELGEMOE
Region One
University of New Hampshire
Durham, NH 03824

RONALD VOGEL
Region Two
University of North Carolina
Charlotte, NC 28223

ALLEN SAPP
Region Three
Central Missouri State University
Warrensburg, MO 64093

RICHARD LAWRENCE
Region Four
University of Texas at San Antonio
San Antonio, TX 78285

JUDITH KACI
Region Five
California State University
Long Beach, CA 90840

**ACADEMY OF
CRIMINAL JUSTICE SCIENCES**

ACJS Secretariat
Northern Kentucky University
402 Nunn Hall
Highland Heights, Kentucky 41076
(606) 572-5634

MEMO TO: ACJS Executive Board

FROM: Tom Barker
ACJS President

DATE: September 4, 1987

RE: Policy Format

Attached you will find the recommended policy formats to be used for ACJS policies.

TB/pm

Attachments

ACJS POLICY

Effective Date		Number
Subject EXECUTIVE BOARD ISSUANCE OF POLICIES		
Reference All Policies	Special Instructions	
Distribution	Reevaluation Date	No. Pages

I. Procedure

Policies are for the express purpose of providing members of the Academy with Executive Board interpretation of policy matters of a general nature and further to provide uniform procedures and rules and regulations for handling these matters in a more specific manner.

II. Issuing Authority

Policies will in all instances, be issued exclusively over the signature of the President following Executive Board approval.

III. Responsibility

The Secretary/Treasurer is responsible for putting all policies, procedures, rules and regulations in the proper format and securing the signature of the President. The Executive Secretary is responsible for issuing copies to all Board Members and up-dating the ACJS Policy Manual. Each Board Member will be issued a three-ring binder which he/she will maintain the aforementioned issuances.

IV. Distribution

Each issuance will indicate on its face its effective date, its number, the subject matter, special reference information, special instructions, its distribution schedule, its date of reevaluation and the number of pages.

Approved by Executive Board

ACJS President

ACJS POLICY

Effective Date		Number
Subject		
CODING OF POLICIES		
Reference	Special Instructions	
All Policies		
Distribution	Reevaluation Date	No. Pages

I. Purpose

To establish a uniform procedure in coding all ACJS policies.

II. Method

A. Identification - Each policy that is prepared shall be so labeled in the appropriate place on the cover sheet of the policy or procedure.

B. Effective Date

1. The issuing authority shall indicate, in the appropriate place, the effective starting date of the policy.

2. In no case shall a policy have a retroactive effective date.

C. Number

Each policy shall be issued a code that will designate its category, the year in which it is issued, and its number of issuance.

Example:

PO 88-001 indicates that this Policy was the first issued in calendar year 1988.

D. Subject

The space reserved for Subject will include a short description of the contents of the policy.

E. Reference

Refer, by number and by cross-referencing, to all related policies.

-2-

F. Special Instructions

This space would normally be reserved to indicate which previous issuances are rescinded with the current issuance.

G. Distribution

An indication of to whom the policy should be issued to. Example:

Primary Code

A - All ACJS Board Members

B - Staff Members

C - Committee Chairpersons

D - ACJS Members

H. Reevaluation

The planning function should include annual review of all policies, with recommendations to the Board that they be continued, discontinued, or modified. Thus, no issuance should be considered permanent, and none should be in official effect more than twelve (12) months.

Approved by Executive Board

ACJS President

ACJS POLICY

		Effective Date	Number
Subject			
Reference		Special Instructions	
Distribution	Reevaluation Date	No. Pages	



ACADEMY OF CRIMINAL JUSTICE SCIENCES

ACJS Secretariat
Northern Kentucky University
402 Nunn Hall
Highland Heights, Kentucky 41076
(606) 572-5634

President
THOMAS BARKER
Jacksonville State University
Jacksonville, AL 36265

*1st Vice-President
and President Elect*
LARRY GAINES
Eastern Kentucky University
Richmond, KY 40475

2nd Vice President
EDWARD LATESSA
University of Cincinnati
Cincinnati, OH 45221

Secretary-Treasurer
DAVID CARTER
Michigan State University
East Lansing, MI 48824

Immediate Past-President
ROBERT REGOLI
University of Colorado
Boulder, CO 80309

Trustees-at-Large

BEN MENKE
Washington State University
Pullman, WA 99164

ROBERT BOHM
Jacksonville State University
Jacksonville, AL 36265

GENNARO VITO
University of Louisville
Louisville, KY 40292

Regional Trustees

RAYMOND HELGEMOE
Region One
University of New Hampshire
Durham, NH 03824

RONALD VOGEL
Region Two
University of North Carolina
Charlotte, NC 28223

ALLEN SAPP
Region Three
Central Missouri State University
Warrensburg, MO 64093

RICHARD LAWRENCE
Region Four
University of Texas at San Antonio
San Antonio, TX 78285

JUDITH KACI
Region Five
California State University
Long Beach, CA 90840

September 14, 1987

MEMORANDUM

TO: ACJS Executive Board
FROM: David L. Carter, Secretary/Treasurer and
Chair, Budget and Finance Committee
RE: Treasury and Budget Committee Reports

To facilitate my reports to the Board and to place all financial issues in a more cohesive picture, I am combining these two reports for your consideration.

The reports consist of the following elements:

1. A summary of all ACJS check expenditures during my tenure as Secretary/Treasurer from April 1, 1986 through September 14, 1987. (Copy Attached.)
2. Comments to the Budget and Finance Committee (Gaines, Latessa, and Kaci) dated July 27, 1987. (Copy Attached.)
3. Update Comments on the Budget dated September 14, 1987. (Copy Attached.)
4. Detailed discussion of the 1987 Annual Meeting Expenses. (Mailed to all Executive Board Members, June 24, 1987.)
5. Draft Line Item Budget Revenue and Expenditure Categories. (Copy Attached.)

Collectively, this information provides a detailed look at the Academy's financial picture. While there is still work to be done, the budget planning and control processes have come a long way in a short amount of time. By the 1988 Annual Meeting we should have our budget policies firmly in hand.

Attachments

c: File

SUMMARY OF ACJS CHECK EXPENDITURES
APRIL 1, 1986 - SEPTEMBER 14, 1987

Date	Check #	Paid To	For	Amount
05/16/86	101	Orlando Marriott Hotel	Annual Meeting	\$ 7,637.16
05/23/86	102	Univ Nebr-Omaha (UNO)	JAN 86 Billing	\$ 7,338.50
05/23/86	103	UNO	FEB 86 Billing	\$12,679.13
06/10/86	104	UNO	MAR 86 Billing	\$14,013.50
06/10/86	105	UNO	APR 86 Billing	\$10,295.68
09/11/86	106	UNO	MAY 86 Billing	\$11,082.85
09/11/86	107	UNO	JUN 86 Billing	\$ 6,510.23
10/25/86	108	UNO	JUL 86 Billing	\$11,931.69
12/10/86	109	UNO	SEP 86 Billing	\$ 9,915.74
12/10/86	110	UNO	OCT 86 Billing	\$ 6,335.64
01/27/87	111	UNO	NOV/DEC 86 Bill	\$ 8,909.25
02/13/87	112	UNO	JAN 87 Billing	\$ 7,417.02
02/22/87	113	Budget Car Rental	Nat'l Office	
			Site Selection	\$ 217.00
03/15/87	114	Clarion-St. Louis	Operating Cash	\$ 200.00
04/07/87	115	UNO	FEB 87 Billing	\$11,935.10
04/20/87	116	American Express	Corp. Card Fee	\$ 90.00
04/20/87	117	UNO	MAR 87 Billing	\$11,253.27
05/02/87	118	Howard Zinn	Reimbursement of	
			Meeting Expense	\$ 24.00
05/04/87	119	Robert Regoll	Reimbursement of	
			Meeting Expense	\$ 1,125.14
05/14/87	120	American Express	Barker Airfare	\$ 329.00
05/14/87	121	UNO	APR 87 Billing	\$13,647.77
06/15/87	122	Ford Storage & Moving	Nat'l Office Move	\$ 1,800.00
06/15/87	123	American Express	Barker Travel	\$ 582.06
06/22/87	124	North Ken Univ (NKU)	MAY 87 Billing	\$ 2,653.98
07/09/87	125	UNO	MAY 87 Billing	\$ 6,223.55
07/10/87	126	NKU	JUN 87 Billing	\$ 4,097.01
07/27/87	127	Clarion-St. Louis	Meeting Expense	\$16,087.91
07/27/87	128	American Express	Barker Parking	\$ 16.50
09/11/87	129	American Express	Barker-San Fran	\$ 230.72
09/14/87	130	UNO	June JQ Bill	\$ 4,850.93

COMMENTS TO THE BUDGET AND FINANCE COMMITTEE

JULY 27, 1987

- The attached memorandum, previously submitted to the Executive Board:
 - Describes expenses associated with the 1987 Annual Meeting;
 - Recent investment changes I made to increase our earned interest; and
 - Changes made in the management of our Hutton accounts

I submit this memorandum as an attachment to our Committee Report because it provides important significant detail concerning expenses and changes in our treasury management.
- The MFS Multimarket Trust will be liquidated in part to cover the expense of the Annual Meeting. The precise amount of liquidation will be determined by our next money transfer and billing from NKU. The check written to the Clarion reflects monies borrowed against our MFS Multimarket at 8% interest on the draft amount. Since we are earning 12% on the MFS Trust we are still earning a net interest of 4% on the amount borrowed against the Trust (about \$14K) and 12% on the remaining plus or minus \$6K in the Trust Account.
- Our partnership in the Capitol Source Trust does not go into effect for another 15 days or so (this depends on the time of the next Board of Directors meeting.) Until that time we are earning the same income on the account as we will with full membership. Our only limitations at this point are (a) we cannot vote in stockholders elections until accepted and (b) we cannot borrow money against the Capitol Source account until our purchase is accepted. Essentially, we are waiting on a formality.
- Both the MFS and Capitol Source are Hutton managed trusts.
- You will note in the check manifest that the AUG 86 UNO Billing is not paid. The amount of that billing is \$18,620.45. When we received the bill Patti felt that the amount was too high and told UNO we wanted to review the printouts. A review of the printouts found that while there was some variance in all months with Patti's records, the "bottom line" was that UNO was due the amount. This review process was not completed until shortly before the Annual Meeting. In light of our high expenses associated with National Office site selection, moving the office to NKU, and, particularly, the cost of the meeting (including the significantly lower revenue than usual from the meeting) we found ourselves financially tight. This is aggravated by the fact that the summer months are our

slowest income months. As a result, we are holding the AUG 86 UNO bill and will pay it in installments. Currently, UNO has about \$5,000 in our revenues that I want to use against the AUG 86 debt. The remainder will be paid regularly as monies are available, notably in the Fall.

6. To increase revenue Patti will be invoicing both the Justice Quarterly subscriptions and membership dues slightly earlier than usual.
7. Liquidating our utility trusts and consolidating them into the Capitol Source Trust has paid off. The utilities were paying only around 4 1/2% for the past several months while Capitol Source is paying 9% -10%.
8. Similarly, purchasing shares of the MFS Multimarket Trust earned us 12% while that money was making only 3%-5% sitting in the ARA account. In addition, we purchased the MFS while it was still new and did not have to pay any commission fee.
9. Currently our financial condition is "tight". It should, however, improve in the fall and particularly after the first of 1988. It is extremely important that:
 - a. We are prudent in our expenditures and do not let the trend of the past several years of increasing expenses continue. President Barker has already taken several important steps to remedy that problem.
 - b. Make every effort to increase the attendance at the 1988 meeting in St. Louis. The low St. Louis attendance significantly cut our revenues and was a very important factor in our current fiscal crunch. Another year like this could be devastating.
10. To enhance budget planning and control, the Budget and Finance Committee, along with President Barker and Executive Secretary DeLancey, created a line item budget. (See Barker letter to the Executive Board dated May 12, 1987.) This budgeting approach will provide us with a much more stable (and realistic) budgeting process than has been experienced by the Academy in the past.

UPDATE COMMENTS ON THE BUDGET

SEPTEMBER 14, 1987

1. As a result of the increase in the prime interest rate about 10 days ago, the earned interest rates on money market accounts has decreased. As a result I have liquidated the total amount in our MFS trust and placed that amount in our interest bearing ARA account. (We maintain the Capitol Source account because it contains the dues of our Life Members -- interest is deposited monthly in our ARA account from Capitol Source).
2. Our current cash (ARA-checking) balance is approximately \$30,492.32. The actual balance is probably about \$500 more than this based on earned interest that will not be reported until the September Hutton statement. We also have \$5,000 in revenues at UNO (reported above) and \$250 due from UNO based on our sale of the NBI wordprocessing station. In addition we have on-going income from dues, JO subscriptions, advertisements, mailing list sales, and royalties. Amounts we currently owe are:
 - a. UNO -- \$18,620.45 (discussed above)
 - b. NKU -- \$13,517.69 (payment pending resolution of question about indirect charges)
3. As recommended by the Audit and Finance Committee (Carter, Gaines, and Latessa) we have taken the following actions:
 - a. Transferred all accounts to the E.F. Hutton office closest to the ACJS National Office (Hutton of Cincinnati)
 - b. All accounts will stay with this office as long as the National Office is at NKU.
 - c. Changed the ARA checking account to require two signatures -- typically that of the current Secretary/Treasurer and the Executive Secretary. In order to be prepared for any unanticipated problem I have established a third authorized signatory to be used if the Secretary/Treasurer or Executive Secretary are unavailable. Currently, the third signatory is First Vice-President Larry Gaines

Academy of Criminal Justice Sciences
Adopted by the Ad-Hoc Finance Committee

EXPENDITURE LINE ITEM CATEGORIES

Annual Meeting

rooms
banquet
executive secretary
participants reception
presidential reception
program committee reception
security
shipping
workers
award recipients
presidential per diem
special guests
local transportation
audio-visual
board meetings
entertainment
exhibit hall
coffee
photocopying
miscellaneous

Secretariat

personnel
 executive secretary salary
 fringe benefits
 other labor
postage
 bulk mail
 other (first class, airmail, express, courier, etc.)
telephone
consumable supplies
overhead from NKU (10%)
awards
capital purchases
audit
bonding of president and secretary treasurer
liability insurance
promotions
one-time non-recurring
miscellaneous

Travel

board
presidential
site selection
journal editor
executive secretary
pre-conference planning
award recipients
dignitaries
support staff for annual meeting
administrative travel

ACJS Budget

-2-

Printing

ACJS Today
program
directory
duplicating
photo copying
miscellaneous

Journal

copyright
promotion
editorial office
printing
miscellaneous

REVENUE LINE ITEM BUDGET

Membership

regular
student
lifetime (interest)
institutional

Annual Meeting

registration
exhibits
paper sales

Justice Quarterly

advertisements
subscriptions
reprints

Advertisement

newsletter
directory
program

Other

mailing list
royalties
promotions
interest
grants
gifts
exchange loss
miscellaneous

May 8, 1987

Thomas Barker, President	Larry Gaines, First Vice President
David Carter, Secretary/Treasurer	Ed Latessa, Second Vice President
Pat DeLancey, Executive Secretary	Michael Thomson, <u>ACJS Today</u> Editor

ACJS Member Report

Total Records in ACJS member file: 3364

Records in the 1986 and 1987 years: 1724

Breakdown of membership by Region, Member and Year

Region	Member Type	Year
1 Northeast 484	1 Regular 1357	1986 367
2 South 382	2 Student 240	1987 1357
3 Midwest 470		
4 Southwest 172		
5 Pacific NW 194		
6 Other 22	6 Institute 127	
TOTALS: 1724	1724	1724

MEMBERSHIP DRIVE:

NCPI (partially completed)
 Anderson practitioner list (partially completed)
 Nonmembers who have participated on program/attended meetings (partially done)
 From UC: (completed)
 one day a month probation officers (OH)
 IACP
 ACA
 Police/sheriffs
 KY probation officers
 OH CJ Assn
 Police officers

TO BE COMPLETED:

NCPI
 Anderson practitioner list
 Nonmembers
 SPI
 APS
 ASC
 1980-1984 past members
 NCJRS - sections on criminology/police/courts

1988 MEMBERSHIP RENEWALS TO BE MAILED IN OCTOBER 1987

ACADEMY OF CRIMINAL JUSTICE SCIENCES



Northern Kentucky University
 402 Nunn Hall
 Highland Heights, KY 41076
 (606) 572-5634

Patricia DeLancey
 Executive Secretary

3 September 1987

TO: Tom Barker
 FROM: Pat DeLancey
 RE: Elimination of Paper Sales

Listed below are the estimated revenue figures for paper sales at ACJS annual meetings:

Site	Estimated Revenue
1983: San Antonio	\$1,200.00
1984: Chicago	\$1,100.00
1985: Las Vegas	\$1,000.00
1986: Orlando	\$1,000.00
1987: St Louis	\$ 916.00

However, there is also expense involved in setting up paper sales. Costs incurred at past meetings:

1983: papers were set up at the last minute in the hall, due to lack of space; cost involved was manpower
 1984: expense involved was manpower
 1985: cost was \$315.00 plus manpower
 1986: cost was \$162.00 plus manpower
 1987: cost was use of room from allotment of breakouts plus manpower

Justification for elimination of paper sales:

1. Space is not always available. It takes room in the exhibit hall or takes a room from allotment of breakouts.
2. Complaints from individuals about having to provide copies of papers for resale when they or their institution bear the cost of printing. Also, the number of authors submitting papers has dramatically declined.
3. Lack of student assistance to man the area for the duration of the entire meeting.

Tom Barker
1 September 1987
Page Two

4. It takes about 4 hours to set up this area. Sorting envelopes, filing papers and marking boxes takes considerable time.
5. Many of the papers are thrown out at the end of the meeting. Some authors retrieve their copies but the majority just leave them. It's a waste of money.

What student assistance is available at the meeting can be better utilized. As you know, most of our meeting space at hotels has not been on the same level. Students can provide direction to meeting rooms/exhibit hall and can also monitor, to some extent, individuals who are not wearing nametags. Support can be provided in areas we do need assistance: registration and joint exhibit.

Selling papers has created ill will among many individuals. We have received a number of complaints from individuals who feel the Academy should not be selling the papers. Let authors bring copies of their papers to their panel sessions and distribute them to individuals who want copies.

We can list the addresses of participants in the back of the program book. Although it would add cost to the printing of the program, it would eliminate questions and complaints.

Since the Academy takes care of the room cost of the students who assist at the meetings, it would be more cost effective to utilize in more relevant areas than paper sales.



TO ACJS Executive Board
FROM Frank Cullen
Editor
DATE September 2, 1987

I am pleased to have this opportunity to report on the status of JQ following my first year as Editor. Though a few glitches have arisen from time to time, overall the journal is in good order. Below I will comment on JQ's publication schedule, the budget, editorial decisions which have been reached, and upcoming research review articles.

Publication Schedule

During this past year, some delay has been experienced in JQ's publication. Much of this delay was inherent in the editorial transition. By the end of 1987, however, we should be completely on schedule. The March issue has been published, and the June issue is printed and should be distributed shortly. The September issue is in the page-proof stage. The December issue is at the copy editor's and should enter the page proofing process in October.

I anticipate that next year's publication schedule should proceed smoothly. A sufficient backlog of manuscripts exists to cover the first two issues of 1988. This will allow us to prepare in advance for the production of these issues.

I should caution that the production process is lengthy, taking about three months per issue. When the next editor is selected, I would advise having ACJS fund a visit by the Editor to Cincinnati. This visit would allow him or her to learn the editorial process and insure the journal's smooth transition to a new location.

Budget

In reviewing JQ's Budget, it appears that everything is in order. Pat Delaney and I still have to meet to study the budget's details, but my review of figures failed to uncover any problems.

ACADEMY OF CRIMINAL JUSTICE SCIENCES

Francis T. Cullen, Editor
Department of Criminal Justice (ML 108)
University of Cincinnati
Cincinnati, Ohio 45221
Telephone: 513-475-5827

"Supplies" is the only expenditure that proved unexpectedly high. Most of the expense is due to the printing of stationery/envelopes/forms. I had intended to spread this printing cost over three years. The move from Omaha, however, meant that it would be less expensive to have a second batch of materials printed prior to the move than to start the printing process over at a new location. In any case, we are able to handle the added expense by carrying over the cost to the second year's budget.

The only other monetary concern involves the cost of printing JQ. Apparently, my issues are running a little longer in pages than before. After the September issue, and with Pat DeLancey's help, I will have a clearer idea of the extent to which the volume is high on pages. If a problem does in fact exist, I will take steps to reduce the size of JQ by approximately one article per issue. I make this suggestion reluctantly, because I do not want to compromise JQ's quality. I should also note that Criminology, which might be considered our major competitor, publishes a volume of over 800 pages--or 200 pages per issue. My issues have been running approximately 170 pages per issue; in contrast, issues under Professor Simon averaged about 150 pages per issue. In sum, I would prefer to have the option of publishing issues of 170 pages, but I will try to conform--give or take a few pages here or there--to the 150 page limit, if the ACJS Board sees this as a more economically feasible figure. In any case, it would be helpful if the page limit is not set rigidly and that I retain some flexibility in determining the size of a volume.

Status of Manuscript Submissions

In my first year, there were 172 submissions to JQ. About 20 of these were carried over from Professor Simon's editorship, while the remainder represent new submissions.

Table 1. Statistical Profile of Manuscript Submissions

Editorial Decision	N	%
Accepted	33	19.2
Rejected	65	37.8
Not Reviewed	38	22.1
Revise and Resubmit	27	15.7
Currently Under Review	9	5.2
N = 172		100.0

Table 1 presents a profile of editorial decisions. About one in five manuscripts has been accepted for publication, all after revisions were undertaken. Nearly 38 percent were rejected after review, while over 20 percent were returned to authors after an internal editorial screening. Manuscripts are not reviewed if their form or content make them inappropriate for publication at JQ. The remainder of the manuscripts are still in the review process, either currently under review or as a "revise and resubmit."

I anticipate that we will continue to experience a healthy flow of submissions. I suspect that a certain number of authors "try out" a journal when a new editor is appointed. It may be, therefore, that next year's number of submissions will decline as authors who enjoyed less success in the review process pursue other publication forums. Regardless, I am confident that JQ is of sufficient status that it will remain as a first-choice publication outlet for many scholars in the field.

Overall, the review process is going well. The use of three referees has, I believe, enhanced the quality of the review process and mitigated the problems that occur when a referee fails to return a review (in those instances, I am able to make an editorial decision based on two reviews). I must admit that I have found it very difficult to speed up the review process, for delays are inherent in the process. Moreover, I write a decision letter to each author (not a form letter), and this involves a considerable amount of time. In any event, my best assessment is that the vast majority of manuscripts are reviewed within 12 weeks. When delays occur, we notify authors and telephone referees who fail to respond to a written reminder. We also attempt to return all inquiries that authors have about their works, and we apologize for any undue delays or mistakes on our part. My Managing Editor, Velmer Burton, has done excellent work in handling most of these tasks. Together, I believe we have made every effort to make certain that the review process is fair and as considerate as possible.

Finally, I feel obligated to add that Dr. Karen Feinberg, JQ's copy editor, has done outstanding work on the manuscripts. She is truly an exceptional copy editor, and does a fine job in insuring that each issue is edited by an agreed-upon date. Significantly, a number of authors have remarked positively about her efforts to improve the readability of their manuscripts.

Research Review Articles

I have received uniformly positive feedback on the invited research review articles that lead off each issue of JQ. For the 1987 volume, we started with a review article on correctional officers, and have continued with a series of articles, each of which assessed one of the major goals of the criminal sanction (in order, the articles have focused on deterrence, rehabilitation, and incapacitation). The first two issues of 1988 will include an article on the use of deadly force and an article on community crime prevention.

Beginning with the September 1988 issue, however, we will start another "theme" series, this one dealing with "perspectives on criminal


 Appalachian State University
Boone, North Carolina 28608

September 4, 1987

704/262-3085

 Dr. Thomas Barker
Dean, College of Criminal Justice
Jacksonville State University
Jacksonville, Al. 36265

 The Nominations and Elections Committee of the Academy of
Criminal Justice Sciences unanimously submits the following
persons for nomination for Academy offices:

Second Vice President

 Larry Mays - New Mexico State University
Vincent Webb - University of Nebraska-Omaha

Secretary-Treasurer

 Zelma Henriques - John Jay College
Deborah Wilson - University of Louisville

Trustee at Large

 Donna Hale - University of Baltimore
George Wilson - North Carolina Central University

Region Four Trustee

 Philip Rhoades - Corpus Christi State University
Charles Chastain - University of Arkansas-Little Rock

The Nominations and Elections Committee was composed of:

 Richter H. Moore, Jr., Chair, Appalachian State University
George Felkenes, Claremont Graduate School
Larry Hoover, Sam Houston State University
Robert Lorinskas, Southern Illinois University
Barbara Price, John Jay College
Gene Stephens, University of South Carolina-Columbia

 We unanimously recommend the Board approve our report and
the nominees.

Respectfully Submitted,

RHM/kl

Richter H. Moore, Jr.



President
THOMAS BARKER
Jacksonville State University
Jacksonville, AL 36265

*1st Vice-President
and President Elect*
LARRY GAINES
Eastern Kentucky University
Richmond, KY 40475

2nd Vice President
EDWARD LATESSA
University of Cincinnati
Cincinnati, OH 45221

Secretary-Treasurer
DAVID CARTER
Michigan State University
East Lansing, MI 48824

Immediate Past-President
ROBERT REGOLI
University of Colorado
Boulder, CO 80309

Trustees-at-Large

BEN MENKE
Washington State University
Pullman, WA 99164

ROBERT BOHM
Jacksonville State University
Jacksonville, AL 36265

GENNARO VITO
University of Louisville
Louisville, KY 40292

Regional Trustees

RAYMOND HELGEMOE
Region One
University of New Hampshire
Durham, NH 03824

RONALD VOGEL
Region Two
University of North Carolina
Charlotte, NC 28223

ALLEN SAPP
Region Three
Central Missouri State University
Warrensburg, MO 64093

RICHARD LAWRENCE
Region Four
University of Texas at San Antonio
San Antonio, TX 78285

JUDITH KACI
Region Five
California State University
Long Beach, CA 90840

ACADEMY OF CRIMINAL JUSTICE SCIENCES

ACJS Secretariat
Northern Kentucky University
402 Nunn Hall
Highland Heights, Kentucky 41076
(606) 572-5634

MEMO TO: ACJS Executive Board

FROM: Tom Barker
ACJS President

DATE: September 3, 1987

RE: Issues in Crime and Justice Series

The issues in Crime and Justice Series has been without a Series Editor for at least two years. The current ACJS Publications Committee has studied this issue and provided an interim and long term plan to resolve this problem. I recommend that the Board accept their recommendations.

TB/pm

Attachment



The University of Alabama in Birmingham

July 19, 1987

Dr. Tom Barker, President
ACJS
College of Criminal Justice
Jacksonville State University
Jacksonville, Alabama 36265

Dear Tom:

In response to your request for a proposal regarding the Issues in Crime and Justice Series, the Publications Committee proposes the following:

Overview

There is general support for continuation of the series, and agreement that more and better planning is needed if the series is to be successful. There are various perspectives on how this could be accomplished, but it does seem that at a minimum, the topic should be identified well in advance of the annual meeting. Perhaps the best approach would be to solicit editors, topics and panel proposals, along with the names of at least some of the proposed participants/contributors, for competitive review. This solicitation could accompany the annual call for papers, with a deadline set in the Fall of the year before the conference. Decisions would be made based on the quality of the submissions with due consideration of the marketability of the proposal (requiring consultation with proposed publishers), with a final decision reported at the end of the year. The selected editor and contributors would then have several months to work on their contributions before the conference, and submit finished products to the publisher in the late Spring, following the conference.

In regard to publishers, there are at least two that are interested in working with us, Anderson and Criminal Justice Press. If we can put together a well-developed proposal, we should be able to interest others as well.

Regarding content of the series, there is unanimous agreement about the need to ensure that high quality manuscripts are selected and that the topics selected are "hot." They should be manuscripts that could be published without the assistance of ACJS, but which ACJS has chosen to assist because of the impact such work is expected to have.

To ensure that the best work is selected, we may want to open the solicitation of manuscripts to non-anthologies. That is, when the call for papers goes out, it can be pointed out that proposed monographs will be reviewed for consideration as well.

Interim Plan

We propose that a solicitation for a volume editor/monograph for the 1988 meeting be conducted immediately, with a deadline for submissions set at about November 1. It is our understanding that no series editor has been appointed at this time. For this reason, the Chair of the Publications Committee would agree to serve as series editor, fulfilling all of the duties of that position as outlined in ACJS policy, for this volume. The series editor, in consultation with members of the Publications Committee and prospective publishers, would appoint a volume editor no later than December 31, 1987.

Long Term Plan

Established ACJS procedures should be followed to select a series editor for a three year term, commencing in March 1988.

Very truly yours,

Belinda McCarthy
Chairperson, ACJS Publications Committee
School of Social and Behavioral Sciences
University of Alabama at Birmingham
Birmingham, Alabama 35294

cc: Publications Committee



President
THOMAS BARKER
Jacksonville State University
Jacksonville, AL 36265

*1st Vice-President
and President Elect*
LARRY GAINES
Eastern Kentucky University
Richmond, KY 40475

2nd Vice President
EDWARD LATESSA
University of Cincinnati
Cincinnati, OH 45221

Secretary-Treasurer
DAVID CARTER
Michigan State University
East Lansing, MI 48824

Immediate Past-President
ROBERT REGOLI
University of Colorado
Boulder, CO 80309

Trustees-at-Large

BEN MENKE
Washington State University
Pullman, WA 99164

ROBERT BOHM
Jacksonville State University
Jacksonville, AL 36265

GENNARO VITO
University of Louisville
Louisville, KY 40292

Regional Trustees

RAYMOND HELGEMOE
Region One
University of New Hampshire
Durham, NH 03824

RONALD VOGEL
Region Two
University of North Carolina
Charlotte, NC 28223

ALLEN SAPP
Region Three
Central Missouri State University
Warrensburg, MO 64093

RICHARD LAWRENCE
Region Four
University of Texas at San Antonio
San Antonio, TX 78285

JUDITH KACI
Region Five
California State University
Long Beach, CA 90840

ACADEMY OF CRIMINAL JUSTICE SCIENCES

ACJS Secretariat
Northern Kentucky University
402 Nunn Hall
Highland Heights, Kentucky 41076
(606) 572-5634

MEMO TO: ACJS Executive Board

FROM: Tom Barker
ACJS President

DATE: September 3, 1987

RE: Criminal Justice Press Contract

The Issues in Crime and Justice Series has been without a long term contract for at least two years. The current ACJS Publications Committee has studied this issue and received the attached communication from Richard Allinson, Editor, Criminal Justice Press. The communication outlines two options:

1. Modification of current contract to control costs

"The first option would be essentially a continuation of the previous contract with modifications to aid in controlling costs. One modification might be a "skewing" of the ACJS royalty, reducing or eliminating it until a certain break-even point is reached, and then perhaps increasing it above the present level. The second might be to require that manuscripts be submitted to us typed on diskettes, rather than paper copy, which would help reduce typesetting expenditures. As you've mentioned to me previously, this is becoming a fairly standard requirement. I hope that with these (and possibly other) fairly minor modifications we might be able to continue serving as your publisher (italics added).

2. Co-publishing or "turnkey" arrangement

The second option would be a less traditional co-publishing or "turnkey" arrangement in which we would edit and produce your books for a set fee, and then turn them over to ACJS for sales and distribution. Since you

ACJS Executive Board
September 3, 1987
page 2

have a headquarters office, I suspect that you could distribute the books at lower cost than we can. That is why it might make more sense for you to take over the distribution and invoicing yourself. The advantage to you would be higher revenues -- instead of a royalty you would be keeping all proceeds over and above our fee -- plus higher visibility for ACJS as a disseminator of knowledge. If you needed our assistance with promotion of the book(s), we could probably work out a small per-copy charge for orders that we receive to be forwarded to you for fulfillment.

I recommend that the Board choose between the two options and authorize the chair of the Publications Committee, Dr. Belinda McCarthy, to solicit a "full-scale" proposal from Criminal Justice Press to be presented to the Executive Board.

TB/pm

Attachment



The University of Alabama in Birmingham

August 15, 1987

Tom Barker, President
Academy of Criminal Justice Sciences
College of Criminal Justice
Jacksonville State University
Jacksonville, Alabama 36265


Dear Tom:

Enclosed is the letter I received from Criminal Justice Press regarding future relations with ACJS. As you can see, some decisions will need to be made about our future involvement with Allinson, et al.

From my point of view, I can only say that Richard has been very easy to work with and very concerned about the quality of the product. I am sure any series editor would enjoy working with him. However, his advertising budget seems to be somewhat limited. I don't know if this has any impact on sales, or if any changes could be negotiated.

For your information, Intermediate Punishment is doing great in terms of sales, and we are in the process of preparing the second edition.

Very truly yours,


Belinda McCarthy



CRIMINAL JUSTICE PRESS

P.O. Box 249, Monsey, N.Y. 10952 U.S.A.

Telephone (914) 354-9139

July 28, 1987

Prof. Belinda McCarthy
Office of the Dean of Social Sciences
University of Alabama at Birmingham
University Station
Birmingham, AL 35294

Dear Belinda:

This is the letter you requested recently concerning continuation of our contract to publish the Academy of Criminal Justice Science's "Issues in Crime and Justice" series.

First, I'd like to reiterate how pleased we are with the first two books in the series. I think we have accomplished the goal initially set in my discussions with Dorothy Bracey: to produce quality books that make a substantive contribution and reflect credit on both ACJS and my company.

Our difficulty with simply extending the old contract is purely financial. The cost of publishing the books has exceeded the price we are charging for the vast majority of the books which are sold for classroom use @\$15 (the standard 40% discount). Since it would be inadvisable to increase the price for a book used as a supplementary text, we must cut production and distribution costs to continue with the series. In most respects we are a low cost publisher, but there are certain costs associated with quality control (such as editing time, which is much higher in anthologies than in single-author works) that we will not reduce. That leaves other costs -- particularly in the distribution area -- that must be pared before we can continue publishing the ACJS series.

Thus, we intend to offer ACJS a choice among two options. The first option would be essentially a continuation of the previous contract with modifications to aid in controlling costs. One modification might be a "skewing" of the ACJS royalty, reducing or eliminating it until a certain "break-even" point is reached, and then perhaps increasing it above the present level. The second might be to require that manuscripts be submitted to us typed on diskettes, rather than paper copy, which would help reduce typesetting expenditures. As you've mentioned to me previously, this is becoming a fairly standard requirement. I hope that with these (and possibly other) fairly minor modifications we might be able to continue serving as your publisher.

Prof. Belinda McCarthy
Page 2

The second option would be a less traditional co-publishing or "turnkey" arrangement in which we would edit and produce your books for a set fee, and then turn them over to ACJS for sales and distribution. Since you have a headquarters office, I suspect that you could distribute the books at lower cost than we can. That is why it might make more sense for you to take over the distribution and invoicing yourself. The advantage to you would be higher revenues -- instead of a royalty you would be keeping all proceeds over and above our fee -- plus higher visibility for ACJS as a disseminator of knowledge. If you needed our assistance with promotion of the book(s), we could probably work out a small per-copy charge for orders that we receive to be forwarded to you for fulfillment.

Please view this letter, then, as a preliminary statement of intent on our part to bid for the contract to produce the ACJS series in 1988. Our full-scale proposal(s) would be submitted upon your request toward the end of 1987. If I can supply any further assistance please contact me.

Sincerely,

Richard Allinson
Editor

RA/st



ACADEMY OF CRIMINAL JUSTICE SCIENCES

Deborah G. Wilson, 1988 Program Chair
Academy of Criminal Justice Sciences
School of Justice Administration
University of Louisville
Louisville, KY 40292
(502) 588-6567

PROGRAM COMMITTEE

JOANNE BELKNAP
University of Cincinnati
Criminal Justice ML 108
Cincinnati, OH 45221

NORMAN BOTTOM
Journal of Security Administration
10501 SW 99th Street
Miami, FL 33176

FINN-AAGE ESBENSEN
University of Colorado
Institute of Behavioral Sciences
Box 483
Boulder, CO 80309

DONNA HALE
Department of Criminal Justice
University of Baltimore
1420 N. Charles Street
Baltimore, MD 21201

FRED JONES
Simpson College
Criminal Justice/Wallace Hall
Indianola, IA 50125

ANNA KUHLE
Administration of Justice
San Jose State University
San Jose CA 95192

LARRY MAYES
New Mexico State University
Department of Criminal Justice
Las Cruces, NM 88003

BEN MENKE
Criminal Justice Program
Washington State University
Pullman, WA 99164

ERIC POOLE
University of Colorado at Denver
1100 14th Street
Denver, CO 80202

MITTIE SOUTHERLAND
Eastern Kentucky University
College of Law Enforcement
Richmond, KY 40475

GENNARO VITO
School of Justice Administration
University of Louisville
Louisville, KY 40292

RON VOGEL
University of North Carolina
Criminal Justice Department
Charlotte, NC 28223

JOHN VOLLMANN, JR
Southeast Florida Institute of
Criminal Justice
411 Southeast 3rd Place
Dania, FL 33004

September 15, 1987

MEMORANDUM TO: Tom Barker

FROM: Deborah G. Wilson *DGW*

SUBJECT: Executive Board Meeting

I will not be able to attend the Executive Board Meeting. Please distribute this memo to the Board Members for me.

1. I would suggest that we eliminate the paper sales in San Francisco. Patti has prepared a memo with our justifications for this recommendation.
2. I realize that this meeting will be expensive because of its site and am aware of the financial status of the organization. We have attempted to minimize costs without compromising quality. We have taken the following steps:
 - a "lite lunch" rather than a luncheon
 - the "banquet" late in the week
 - a combined President and Program Committee Reception
 - informal participants reception
 - if the hotel will permit (they may not) the women's reception will be sponsored by a local winery.
3. I have contacted my committee members. The abstracts are coming in at a good rate, the last minute rush should hit us soon. The submissions are increasing. Committee Members have actively solicited papers and the response has been good. I surveyed a few members. Most had 15 to 20 papers, others 25 to 30. They also reported that they had received calls about papers that would be coming in soon. I have also forwarded 10-20 papers to coordinators in the last week or so.

DGW:cj

School of Justice Administration

College of Urban and Public Affairs
University of Louisville
Louisville, Kentucky 40292
(502) 588-6567

UNIVERSITY of LOUISVILLE

September 15, 1987

MEMORANDUM TO: Tom Barker

FROM: Deborah G. Wilson *DGW*

SUBJECT: ACJS Mugs

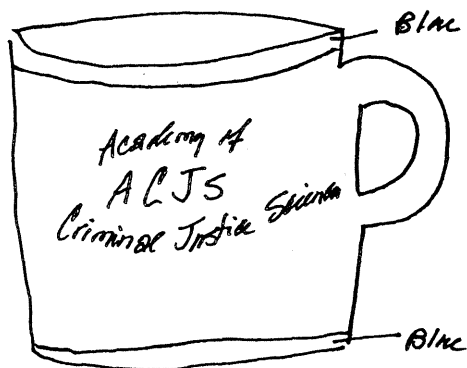
The stoneware mugs from Louisville Stoneware will have a design on two sides. The colors will be an offwhite and blue (the Louisville Stoneware traditional colors).

The set-up costs are \$77.60 - to produce the design stamps. Each mug ordered is an additional \$6.71. The total per mug if 30 are ordered would be \$9.30 for a total cost of \$279.

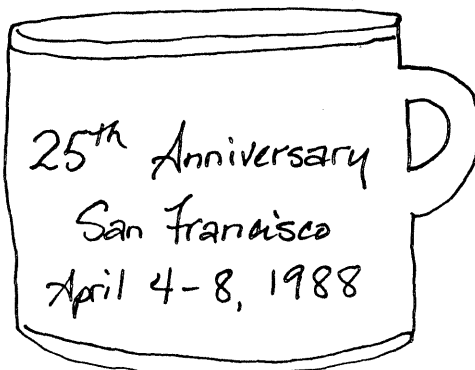
If you can understand my not so artistic mock-up, the design I presented is on the attached sheet.

DGW:cj
Attachment

FRONT



BACK



THE WESTIN ST. FRANCIS
San Francisco

Robert B. Wilhelm
Managing Director

September 15, 1987

Dr. Tom Barker
Dean
Academy of Criminal Justice Sciences
College of Criminal Justice
Jacksonville State University
Jacksonville, Alabama 36265

Dear Dr. Barker:

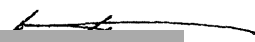
It was a pleasure speaking with you again regarding a block of rooms we are holding for the Academy of Criminal Justice Sciences over the dates of April 3-10, 1988. I would like to confirm the rooms we are now holding on a tentative basis:

April 3, 1988	25 rooms	
April 4, 1988	75 rooms	
April 5, 1988	100 rooms	5 suites
April 6, 1988	100 rooms	5 suites
April 7, 1988	100 rooms	5 suites
April 8, 1988	100 rooms	5 suites
April 9, 1988	75 rooms	

We are pleased to confirm the rates of \$95 single and \$115 double for rooms in our Main Building, as well as a 20% discount off our one-bedroom suites, which range from \$250 to \$400.

I hope this information will help the board make a decision in favor of The Westin St. Francis. Should you need any further information prior to my follow-up later this month, please do not hesitate to call me at 415/774-0314.

Cordially,


Annette M. Bosque
Sales Manager

1988 ACJS ANNUAL CONVENTION BUDGET

(21,000 budgeted)

	<u>1988</u>	<u>1987</u>
* Airfare Award Recipients	900 - 1,000	(899.00)
* Security	600.00	(540.00)
* Shipping	750.00	(737.00)
* Drayage	1800.00	(1712.00)
<u>Catering</u>		
Board Meetings	200.00	(209.00)
xxx Coffee/Tea	2000.00	(1909.00)
JQ Dinner	500.00	(402.00)
Past President's Breakfast	138.00	(142.00)
xxx Awards Luncheon (450)	9500.00	(8035.00)
xxx Participants Reception	2250.00	(3319.00)
President's/Program Reception	1000.00	(2192.00)
* Room Charges	1000.00	(2360.00)
	<u>\$20638.00</u>	<u>\$22456.00</u>
<u>Special</u>		
xxx 25th Anniversary Emblem Pins (1000)	1799.00	
xxx Portfolios (1000)	940.00	
xxx Match Books (1000)	100.00	
xxx Presidential Name Tags (25)	<u>135.00</u>	
	<u>\$23612.00</u>	

* The figures for 1988 in these categories are estimates.

xx The 1987 categories are true figures but do not represent all the line item expenditures for the 1987 annual meeting.

xxx Costs will be reduced through solicited contributions.

ACJS POLICY

Effective Date September __, 1987		Number
Subject <i>Permission to</i> <u>ACJS TODAY REPRINTS</u>		
Reference All Policies	Special Instructions Rescinds all others	
Distribution A, B, C, D	Reevaluation Date September, 1988	No. Pages 1

I. Purpose

To provide for a uniform policy concerning ACJS Today reprints.

II. Costs

Articles in ACJS Today may be reprinted free of charge as long as appropriate credit is given.

III. Permission

Permission to reprint from ACJS Today may be given by the Executive Secretary and the Editor of ACJS Today.

University of Cincinnati



College of Education

Department of Criminal Justice

French Hall (ML 108)
Cincinnati, Ohio 45221-0108

TO: Tom Barker, President
FROM: Larry Travis, Chair
ACJS Awards Committee
DATE: September 16, 1987
RE: Committee Report

To date the committee has received nominations for all awards except the student paper award. There has only been one nominee for the Founder's award to date. All other awards have at least two nominees.

The committee plans to begin reviewing materials immediately after the deadline (October 31, 1987) and present its recommendations to the board in January 1988.

LFT:vh

cc: Board Members
ACJS Awards Committee